

TENNESSEE DEPARTMENT OF FINANCE AND ADMINISTRATION
Information Systems Technical Consultant – Enterprise Data Services

Job Summary: Reports to the Executive Director of the Center of Excellence for Data (DCOE) within Strategic Technology Solutions, is responsible for assisting the DCOE Director with Enterprise Data Services of the DCOE within STS.

Responsibilities:

- Assist the DCOE Director to facilitate the STS portion of the implementation of CFG's Transparent TN 2.0 project.
- Partner with the CFG and DCOE teams for project status, guidance, and project discussion to keep meeting notes showing agendas and project progress.
- Develop and publish project timeline with milestones and report status of project monthly.
- Meet with the CFG team and participating departments to ensure data is made available in a standardize format and ensure updates are provided during weekly CFG meetings.
- Work with DCOE team to provide guidance on the Transparent TN 2.0 dashboard architecture and workflow, and document and publish the results.
- Facilitate the go live of the Transparent TN 2.0 website by working with the DCOE team to ensure timely completion.
- Facilitate a post mortem discussion around Transparent TN 2.0 go live after launch, and document and publish process improvement opportunities for future endeavors after go live.
- Gather patch and release information for all of the EIA components.
- Analyze software release changes and summarize the findings.
- Provide change release analysis to the STS Executive and collaborate with other STS functional areas for patches and upgrades if needed.
- Publish project recommendations to the EIA committee for approval.
- Facilitate upgrades and patches with AMDS team as recommended by EIA committee.

Minimum Qualifications: Bachelor's degree in an IT or Business related field. Relevant professional information technology experience may be substituted for the required degree.

- Five years of experience managing large IT projects.
- Excellent interpersonal, written, and verbal communication skills.
- Excellent time management, organization, and prioritization skills.

Preferred Qualifications:

- Prior DCOE experience is a plus.
- Prior state government experience is a plus.

Knowledge, Skills, Abilities, Competencies:

- Decision Quality
- Problem Solving
- Developing Direct Reports and Others
- Directing Others
- Conflict Management
- Hiring and Staffing
- Drive for Results
- Organizational Agility
- Building Effective Teams
- Motivating Others

The State of TN is an Equal Opportunity Employer.

Resumes should be submitted via email to EIT.Resumes@tn.gov

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.